



CM/ECF TRAINING FOR ATTORNEYS DOING “DEBTOR” WORK

You are invited to attend CM/ECF Training for Attorneys and staff. In the “Hands-On CM/ECF Training” class, qualified court trainers will teach you how to ~

- ❖ maneuver through the Court’s Web site and CM/ECF
- ❖ retrieve data from CM/ECF
- ❖ file cases through CM/ECF
- ❖ electronically file pleadings in CM/ECF

This class is not to teach you the new law or how to use your software. It is training on how to transmit your documents via the internet using the Court’s electronic case filing system.

Each “Hands-On CM/ECF Training” class will be held in the U.S. Courts Training Center (room 12105, 12th floor, Richard B. Russell Building and Courthouse). These classes are approximately 2 hours in length.

Below is the schedule for dates and times the CM/ECF Training Classes will be held for those handling “DEBTOR” work.

TUESDAY, OCTOBER 20, 2009 - 9:30 a.m. - 11:30 a.m.
WEDNESDAY, OCTOBER 21, 2009 - 2:00 p.m. - 4:00 p.m.
TUESDAY, NOVEMBER 17, 2009 - 2:00 p.m. - 4:00 p.m.
WEDNESDAY, NOVEMBER 18, 2009 - 9:30 a.m. - 11:30 a.m.

Registration is required for the “Hands-on CM/ECF Training” class and is limited to 15 participants per class. To register your attendance, contact Dan Newsome (404-215-1099) as soon as possible. He will need to know the date and time of your class preference and the name(s) of the participant(s) representing your practice.

We encourage you to attend the CM/ECF Training workshop.

This is your opportunity to learn more about CM/ECF and how the system can benefit you, your clients and the court.